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| --- | --- | --- | --- | --- |
| Date: March 31, 2011 | | | Total Internship ours at start of month: 8 | |
| Week | Functions | Description | | Hours |
| 1 | Week’s Activities | Met with teachers to fine tune a form that we are required to fill out to show data from objective quizzes. Made a form that gave all information required by our administration and also made finding the information through AWARE easy to use. | | 1 |
| Standard/Indicator | **TF-II.C** | |
| Communication w/site mentor | Emailed a copy of report along with all teachers that were required to turn in this data. | |
| 2 | Week’s Activities |  | |  |
| Standard/Indicator |  | |
| Communication w/site mentor |  | |
| 3 | Week’s Activities |  | |  |
| Standard/Indicator |  | |
| Communication w/site mentor |  | |
| 4 | Week’s Activities | Students will create an E-Book to explain math concepts to help struggling students on the TAKS test. As each student finishes, they will post their project on the class blog site and comment on other student’s project and provide feedback. I am also working with other teachers to combine our classes electronically to create a larger sample for our target audience. | | 7 |
| Standard/Indicator | **TF-III.D**  **TF-III.E** | |
| Communication w/site mentor | After project is completed I will email out to administrators to share with other students. | |
| 5 | Week’s Activities |  | |  |
| Standard/Indicator |  | |
| Communication w/site mentor |  | |
| Hours worked this month: | | | | 8 |
| Total Internship hours to date including this month: | | | | 16 |

**Lamar University – M.Ed. in Educational Technology Leadership**

**Field-based Activities Monthly Report: Log**

**Instructions:** Enter the total number of internship hours that you had worked at the start of the month in the upper right cell. Remember that you must log a **minimum of 100 hours** of field-based experience. For each month, enter a brief description of your internship activities for that week in the top row. Enter the ISTE Technology Facilitation standard(s) and Indicator in the second row. Use the third row for each week to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each week at the end of the row. Total the month’s hours, then enter the total number of internship hours that you have worked as of the end of the month. There needs to be a minimum of 33 Campus- or District Supervised Activities that encompasses the 33 ISTE Technology Performance Indicators and eight Technology Facilitation Standards.

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| Reflection: |
| Week 1  This week I noticed our teachers being frustrated with the data that we were required to provide to the district using AWARE. The annoying part was that we had to redo all the information that was already provided for the entire district to do see. I was able to modify a form to provide all the information and a step by step guide to assist teachers making the process much simpler. My goal was to have technology make the organization of data easier for the staff so that they can focus their time on things that are more important, such as teaching. Technology can be a great tool if used properly to save teachers time and not add to it. After emailing the form out to other teachers I received feedback on the form and it was all positive. Hopefully teachers can see that technology can be a helpful tool and not a burden to add more things to their plate.  Week 4  I will be working with my other content teachers to have our students create an E-Book explaining to students how to solve math problems and go over test taking strategies. Students will work in a group of three to create an E-book over a particular concept with a target audience of a student with difficulties understanding the concept. After the students create their E-Book, they will post them on the course blog and share them with the public. Students will then be required to comment on a minimum of two student’s postings. I will then encourage other teachers to consider this as a project for their students in other subject areas. |